

**Personal Information:** SS# \_\_\_\_\_ License # \_\_\_\_\_ Date of Birth\_\_\_\_\_

Name \_\_\_\_\_  
                     Last                                  First                                  MI                                  Former Last Name

Mailing Address \_\_\_\_\_  
                                  Street    City                                  State                                  Zip

Email Address \_\_\_\_\_ Phone# \_\_\_\_\_

---

**Are you a U.S. Citizenship \_\_\_\_\_ Place of Birth \_\_\_\_\_**

*If you are not a United States citizen, you must provide verification that a valid declaration to become a citizen or valid petition for naturalization has been filed with the United States Immigration Office or provide verification of being a lawful permanent resident of the United States as part of the application process.*

**Please indicate (✓) which of the following licenses/endorsements you are applying for.**

- ☐ **Early Childhood (0-2<sup>nd</sup> Grade)**

☐ **Middle School (7-9)** \_\_\_\_\_  
List content or special areas

☐ **Elementary (K-8)**

☐ **Secondary (7-12)** \_\_\_\_\_  
List content or special areas

☐ **Exceptional Pupils** \_\_\_\_\_  
List content or special areas

☐ **Licensed School Personnel\*\***

Please list your education from any post-secondary institution(s) from the most recently attended institution.

**IMPORTANT: Official transcripts must be submitted with this application. Hand-carried transcripts are acceptable as long as they bear the official school seal and the registrar's signature. Photocopies and faxes are not accepted.** NRS 394 prohibits the use or attempted use of false or misleading degrees and honorary degrees in connection with any business, employment, occupation, profession, trade or public office. Any person who violates this provision is guilty of a misdemeanor.

Page 1 of 4

**Testing Score Reports and Documentation of Teaching Experience** (Indicate with a check mark (✓))

- ☐ Included form (TL.VExp) signed by a former employer to verify your most recent full-time, contracted teaching experience.
- ☐ Included a copy of a valid, out-of-state teaching license.
- ☐ Included official score reports of competency testing.

**Restricted Personal Data**

*Your teaching license with the Nevada Department of Education is provisional pending receipt of your fingerprint report. At the time of the application process, your fingerprint clearance will be researched by local, state, and federal law enforcement agencies. The failure to disclose all criminal history or action taken against a professional license will result in revocation of your Nevada teacher license. Sealed or expunged records must be revealed. Please answer the following questions.*

- Yes ☐ No ☐ 1. Have you ever been convicted of an offense other than a minor traffic violation?
- Yes ☐ No ☐ 2. Have you ever been arrested for a felony?
- Yes ☐ No ☐ 3. Have you ever been convicted of a felony?
- Yes ☐ No ☐ 4. Have you ever been arrested for a sex-related offense?
- Yes ☐ No ☐ 5. Have you ever been convicted of a sex-related offense?
- Yes ☐ No ☐ 6. Have you ever been arrested for a drug related offense?
- Yes ☐ No ☐ 7. Have you ever been convicted of a drug related offense?
- Yes ☐ No ☐ 8. Have you ever been arrested for an act of violence, including domestic violence?
- Yes ☐ No ☐ 9. Have you ever been convicted of an act of violence including domestic violence?
- Yes ☐ No ☐ 10. Have you ever had your professional license revoked, suspended, restricted, or under review in any other state?
- Yes ☐ No ☐ 11. Have you ever been discharged or have you resigned pending action by any school district?
- Yes ☐ No ☐ 12. Have you ever been the subject of an investigation by any school district or any other employer?

**If you answered yes to any of these questions, please submit a disclosure form TL.Disc with a detailed explanation and court disposition documents.**

**OATH**

I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support, protect and defend the constitution and government of the United States, and the constitution and government of the State of Nevada against all enemies, whether domestic or foreign, and that I will bear true faith, allegiance and loyalty to the same, any ordinance, resolution or law of any state notwithstanding, and that I will well and faithfully perform all the duties of the office or position on which I am about to enter, (if an oath) so help me God. (if an affirmation) under the pains and penalties of perjury.

Falsification of this application and/or application material may result in denial/suspension/revocation of your Nevada teaching license.

**AFFIDAVIT**

I certify, (declare) under penalty of perjury that the foregoing is true and correct:

Executed this \_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_\_\_\_ In the City of \_\_\_\_\_

In the state of \_\_\_\_\_.

\_\_\_\_\_  
Applicant Signature

**NOTARIZED STATEMENT**

Subscribed and sworn to before me at \_\_\_\_\_

on this \_\_\_\_\_ Day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

**If you are mailing this application, please have your application notarized prior to mailing. If you plan to submit your application in person, one of our staff members can act as your notary.**

NOTE: All applicants are required to sign an affidavit before any one of the following: The Nevada Superintendent of Public Instruction, professional staff members of the Nevada Department of Education, any trustee of a Nevada county school board, superintendents or principals of Nevada schools, or a notary public. NRS 391.080.

*The State of Nevada Department of Education is an equal opportunity/affirmative action agency and does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability, or national origin.*

---

**Department of Education  
Office of Teacher Licensing  
Child Support Form**

Professional or occupational licenses, certificates or permits may be denied or restricted if back child support is owed by the person holding the license. The License for Educational Personnel issued by the Nevada Department of Education is subject to this new requirement mandated by the Federal Government of all states.

Every application for a professional license must include a statement regarding the applicant's child support payment status. If the applicant fails to answer the questions or sign that portion of the application, the person's application will not be processed. If the applicant reports that he is not complying with a support order or approved repayment plan, then the applicant must contact the local District Attorney or the Welfare Division to arrange for payment of child support.

**Please mark the appropriate response. (Failure to mark one of the three options will result in denial of the application.)**

- ☐ I am not subject to a court order for the support of a child.
- ☐ I am subject to a court order for the support of one or more children and I am in compliance with the order or I am in compliance with a plan approved by the District Attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order; or
- ☐ I am subject to a court order for the support of one or more children and I am not in compliance with the order or a plan approved by the District Attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order.

---

Signature of Applicant

---

Social Security # and/or License #

---

Date

*Under the new procedure, a District Attorney's Office or the Nevada Welfare Division will send a written notice to the person who:*

- 1. Is past due in child support;*
- 2. Fails to provide health coverage for a child; or*
- 3. Fails to comply with a subpoena or warrant relating to a child support proceeding.*

*The notice will be sent by certified mail, restricted delivery, return receipt requested. The person has 30 days to satisfy the past due support or comply with an approved repayment plan, or provide health coverage, or comply with the subpoena or warrant. Or, the person may request a hearing challenging the finding that he owes back child support, has failed to provide health coverage, or is not complying with a subpoena or warrant in a child support proceeding.*

*If after a hearing is held the person is found to owe past child support, has failed to provide health coverage, or has refused to comply with a subpoena or warrant in a child support proceeding, the professional or occupational licensing agency will be notified by way of an "Order to Suspend". Upon receipt of the "Order to Suspend", the professional or occupational licensing agency must suspend or restrict the professional license as determined in the hearing. The agency issuing the professional or occupational license, certificate or permit shall reinstate the license after receiving information from the District Attorney's Office or Welfare Division that the person is in compliance with the child support requirements.*

**State of Nevada  
Department of Education  
Office of Teacher Licensing  
Fingerprint Authorization Form**

**Instructions**

Licensure applicants may be fingerprinted at any law enforcement agency including those in U.S. territories, foreign countries, and rural Nevada. When you go to the agency to be fingerprinted, you must provide two (2) forms of legal identification (i.e., passport, driver's license, birth certificate, Social Security card, etc.). Most agencies charge a fee for fingerprinting, but it is best to call ahead to confirm the location's address, fees, and any special requirements. Use the link below for current Nevada locations where fingerprinting can be obtained.

<http://www.nvrepository.state.nv.us/fingerprints.shtml>

After you have been fingerprinted at the agency, you will be issued **one (1) standard blue and white fingerprint card (Form FD-258)**.

**Make sure that all information is completed on your card before you leave the agency.**

- ✓ Please make sure that all personal information including name, address, citizenship, social security number, sex, race, height and weight, eye and hair color, date and place of birth are typed or printed legibly in Black Ink on the fingerprint card.
- ✓ Your signature is required on the card.
- ✓ The fingerprint card must also reflect the date the fingerprints were taken and the signature/signature stamp of the official taking the prints.
- ✓ Please do not fold your fingerprint card, for it cannot be processed after it has been folded.

---

**Fingerprint Authorization Form**

(This form should be signed and submitted with the application form and completed fingerprint card.)

I, hereby consent \_\_\_\_\_  
Last First MI  
to the examination of my fingerprints by the Federal Bureau of Investigation and the Central Repository for Nevada Records of Criminal History, and the submission of these findings to the Superintendent of Public Instruction in accordance with the requirements of the Nevada Revised Statute 391.033. Applicants shall be given the opportunity to challenge the accuracy of information obtained through the Federal Bureau of Investigation as set forth in 28 CFR 16.34.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date